

LISKEARD TOWN COUNCIL – DEVOLUTION PROPERTY / SERVICE ASSESSMENT PLAN

Initial consideration template i.e. filter before we do due diligence.

(To record elements that will detail:

- a). costs of the initial assessment of the benefits and disbenefits to and the legal transfer costs.
- b). the post transfer annual operating costs, including: maintenance and energy and staff / contractor costs including insurances premiums etc.
- c). the post transfer costs of any additional operating services e.g. frequency of grass cutting, Park Ranger provision etc.
- d). any improvement / replacement works or project to replace something that would not otherwise be replaced or provide a new item, such as, play equipment, new seating etc. To be completed for submission to Council or Committee for consideration of a possible Devolution asset / liability transfer)

| | |
|--|--|
| Project Title Cornwall Council Will this also include private sector transfer e.g. Eastern Avenue, Trevethan Meadows? Title Ref: | |
| Date | |
| Committee | |
| Cornwall Council Services | |
| Report Author | |
| Councillor Sponsor | |
| Lead Officer | |
| Property type i.e. parks/open space, car park, building, etc. | |
| Location | |
| Devolution Property / Services Summery – What will be achieved? What are the options? | |

What are the reasons for the property / service being offered for transfer? Or the Town Council seeking to have the property? Is it required by the Town Council?

To continue something which might otherwise be lost or closed.? If a Cornwall Council Service is looking to shut down an activity might another Cornwall Council Service / Arm's Length Contractor be prepared to help maintain the Service? (e.g. Highways with the CCTV Monitoring)

To make improvements to something beyond its current quality or coverage? To consider whether the "value" of the cost of transfer might be invested in the property or asset whilst its ownership remains with Cornwall Council and benefits be obtained to the town without the cost of a Freehold or long lease etc.

Benefit to Residents

Is the asset of clear local importance/community value?

Would the Town Council realistically choose to create or acquire this asset/service if it did not already exist?

What benefit will this be and to how many residents, or businesses or visitors?

Rationale i.e. is the service/asset underperforming and/or lacking investment. Would local control improve this? Is there any duplication/synergy with existing Town Council assets e.g. play parks, benches. Does the Town Council have the capacity/competency to manage it?

Relevant Previous Decisions and Actions

Or political/community context i.e. history of problems (ASB), strong support from local community (how do we tell?), strong support from councillors, etc.

Is this required for the Town Council own purposes e.g. to support grant applications on the Skate Park.?

Does Liskeard Town Council own or have control of the necessary assets?

Estimated annual cost of assets/service i.e. income generating, cost neutral, significant?

Cost – *How has this been assessed? Have quotes been obtained? Which budget line will this be funded from? Are there other sources of funding available? Can VAT be reclaimed?*

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Officer Time Required and Timescale

How does this fit with other priorities and the existing work programme?

How does this meet Liskeard Town Council Aims and “Town Vision”?

Explain how the assets align with the Town Councils priorities – better wording?

Risks considered and possible mitigations e.g. financial, H&S liability, legal difficulty, etc.

How will the project be monitored and success measured?

Recommendation – *including next steps if approved*

If considered for transfer would the Town Council require any capital works e.g. repairs, a dowry, phased transfer, lease rather than freehold (or vice versa), shared service arrangement, further info, etc.

This should be set out as:

Strengths

Weaknesses

Opportunities

Threats